

# CDA Housing Operations

Function: Planning & Development

## Service Overview

### Service: Housing Vouchers

#### Service Description

This service provides Section 8 housing vouchers across the City of Madison. The housing vouchers provide rental assistance to fill the gap between what low-income tenants can afford to pay and the actual cost of decent, safe, and sanitary housing. The voucher program serves households with incomes below 50 percent of area median income, with priority given to the elderly, disabled, families with minor children, chronically homeless veterans, and other targeted groups. This service also administers Housing Choice Vouchers, which covers the billing for voucher recipients who are new to Madison or move to another housing authority. The goal of this service is to help chronically homeless individuals and families to become housed in permanently supported housing.

#### 2018 Planned Activities

- Continue policies that stabilize average monthly assistance; this may require setting payment standards in 2018 that do not match the rate of rent increases in the Madison market, which reduces the maximum subsidy for an individual voucher in order to maximize the number of vouchers issued.
- CDA will attach Project-Based Vouchers to City-affiliated permanent supportive housing that provide social services (e.g., social workers, counseling) to further the goal of ending chronic homelessness for veterans and others in Madison.

#### Service Budget by Account Type

|                           | 2016 Actual   | 2017 Adopted     | 2017 Projected   | 2018 Request       | 2018 Executive    | 2018 Adopted      |
|---------------------------|---------------|------------------|------------------|--------------------|-------------------|-------------------|
| Revenue                   | (14,073,607)  | (14,205,445)     | (14,992,294)     | (14,060,839)       | (14,060,839)      | (14,060,839)      |
| Expense                   | 14,073,606    | 14,258,650       | 15,045,499       | 14,049,152         | 14,054,976        | 14,054,976        |
| <b>Net Service Budget</b> | <b>\$ (0)</b> | <b>\$ 53,205</b> | <b>\$ 53,205</b> | <b>\$ (11,687)</b> | <b>\$ (5,863)</b> | <b>\$ (5,863)</b> |

### Service: Public Housing

#### Service Description

This service provides public housing assistance across the City of Madison through Community Development Authority (CDA) owned and operated developments. The CDA owns, manages, and maintains 766 units of Low Rent Public Housing on 37 sites throughout the City with funding from the federal Department of Housing and Urban Development (HUD). It also owns, manages, and maintains 115 multi-family units with funding from Wisconsin Housing and Economic Development Authority (WHEDA). This service is available to residents with income below 80 percent of area median income, with priority given to the elderly, disabled, and families with minor children. Residents in CDA housing pay 30 percent of adjusted gross income for rent and utilities.

#### 2018 Planned Activities

- Provide CDA services to assist residents maintain housing stability as well as support residents in their efforts toward self-sufficiency.
- Engage community partners to provide services to residents to help them maintain their housing, move toward self-sufficiency, and generally support their quality of life.

#### Service Budget by Account Type

|                           | 2016 Actual       | 2017 Adopted      | 2017 Projected    | 2018 Request      | 2018 Executive    | 2018 Adopted      |
|---------------------------|-------------------|-------------------|-------------------|-------------------|-------------------|-------------------|
| Revenue                   | (5,982,783)       | (7,386,669)       | (7,898,154)       | (7,394,427)       | (7,486,333)       | (7,406,359)       |
| Expense                   | 6,157,000         | 7,509,976         | 8,021,461         | 7,580,333         | 7,667,196         | 7,587,222         |
| <b>Net Service Budget</b> | <b>\$ 174,218</b> | <b>\$ 123,307</b> | <b>\$ 123,307</b> | <b>\$ 185,906</b> | <b>\$ 180,863</b> | <b>\$ 180,863</b> |

# CDA Housing Operations

Function: Planning & Development

## Budget Overview

### Budget by Service (All Funds)

|                         | 2016 Actual            | 2017 Adopted           | 2017 Projected         | 2018 Request           | 2018 Executive         | 2018 Adopted           |
|-------------------------|------------------------|------------------------|------------------------|------------------------|------------------------|------------------------|
| <b>Revenue</b>          |                        |                        |                        |                        |                        |                        |
| Housing Vouchers        | (14,073,607)           | (14,205,445)           | (14,992,294)           | (14,060,839)           | (14,060,839)           | (14,060,839)           |
| Public Housing          | (5,982,783)            | (7,386,669)            | (7,898,154)            | (7,394,427)            | (7,486,333)            | (7,406,359)            |
| <b>Total Revenue</b>    | <b>\$ (20,056,389)</b> | <b>\$ (21,592,114)</b> | <b>\$ (22,890,448)</b> | <b>\$ (21,455,266)</b> | <b>\$ (21,547,172)</b> | <b>\$ (21,467,198)</b> |
| <b>Expense</b>          |                        |                        |                        |                        |                        |                        |
| Housing Vouchers        | 14,073,606             | 14,258,650             | 15,045,499             | 14,049,152             | 14,054,976             | 14,054,976             |
| Public Housing          | 6,157,000              | 7,509,976              | 8,021,461              | 7,580,333              | 7,667,196              | 7,587,222              |
| <b>Total Expense</b>    | <b>\$ 20,230,607</b>   | <b>\$ 21,768,626</b>   | <b>\$ 23,066,960</b>   | <b>\$ 21,629,485</b>   | <b>\$ 21,722,172</b>   | <b>\$ 21,642,198</b>   |
| <b>Net General Fund</b> | <b>\$ 174,218</b>      | <b>\$ 176,512</b>      | <b>\$ 176,512</b>      | <b>\$ 174,219</b>      | <b>\$ 175,000</b>      | <b>\$ 175,000</b>      |

### Budget by Fund & Major

Fund: CDA

|                             | 2016 Actual            | 2017 Adopted           | 2017 Projected         | 2018 Request           | 2018 Executive         | 2018 Adopted           |
|-----------------------------|------------------------|------------------------|------------------------|------------------------|------------------------|------------------------|
| <b>Revenue</b>              |                        |                        |                        |                        |                        |                        |
| Intergovernmental Revenues  | (16,558,504)           | (18,069,006)           | (17,635,799)           | (17,639,649)           | (17,719,868)           | (17,639,649)           |
| Charges for Services        | (2,838,466)            | (3,276,877)            | (2,844,308)            | (3,417,546)            | (3,417,546)            | (3,417,546)            |
| Investments & Contributions | (32,107)               | (16,916)               | (16,916)               | (39,327)               | (39,327)               | (39,327)               |
| Misc Revenue                | (58,255)               | (58,700)               | (62,124)               | (75,300)               | (75,300)               | (75,300)               |
| Other Finance Source        | (569,056)              | (170,615)              | (2,188,665)            | (12,645)               | (24,332)               | (24,332)               |
| Transfer In                 | -                      | -                      | (142,636)              | (270,800)              | (270,800)              | (271,045)              |
| <b>Total Revenue</b>        | <b>\$ (20,056,389)</b> | <b>\$ (21,592,114)</b> | <b>\$ (22,890,448)</b> | <b>\$ (21,455,266)</b> | <b>\$ (21,547,172)</b> | <b>\$ (21,467,198)</b> |
| <b>Expense</b>              |                        |                        |                        |                        |                        |                        |
| Salaries                    | 2,096,730              | 2,798,170              | 2,326,043              | 2,717,569              | 2,732,681              | 2,732,681              |
| Benefits                    | 887,453                | 840,808                | 741,324                | 850,103                | 852,145                | 852,145                |
| Supplies                    | 367,468                | 742,757                | 695,723                | 508,446                | 508,446                | 508,446                |
| Purchased Services          | 15,499,678             | 16,196,011             | 16,313,884             | 16,202,567             | 16,283,567             | 16,202,567             |
| Debt & Other Financing      | 1,126,796              | 402,768                | 2,041,770              | 409,323                | 409,323                | 410,104                |
| Inter Departmental Charges  | 771,232                | 875,443                | 875,443                | 908,677                | 903,210                | 903,210                |
| Inter Departmental Billing  | (518,750)              | (507,613)              | (507,613)              | (510,358)              | (510,358)              | (510,358)              |
| Transfer Out                | -                      | 420,281                | 580,386                | 543,159                | 543,159                | 543,404                |
| <b>Total Expense</b>        | <b>\$ 20,230,607</b>   | <b>\$ 21,768,626</b>   | <b>\$ 23,066,960</b>   | <b>\$ 21,629,485</b>   | <b>\$ 21,722,172</b>   | <b>\$ 21,642,198</b>   |
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*Service Overview*

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# CDA Housing Operations

Function: Planning & Development

Line Item Detail

Agency Primary Fund: CDA

## Intergovernmental Revenues

|                            | 2016 Actual            | 2017 Adopted           | 2017 Projected         | 2018 Request           | 2018 Executive         | 2018 Adopted           |
|----------------------------|------------------------|------------------------|------------------------|------------------------|------------------------|------------------------|
| Federal Revenues Operating | (14,745,539)           | (15,991,883)           | (16,217,800)           | (15,182,998)           | (15,263,217)           | (15,182,998)           |
| Federal Revenues Capital   | (1,073,011)            | (1,681,123)            | (581,170)              | (1,533,201)            | (1,533,201)            | (1,533,201)            |
| State Revenues Capital     | (416,126)              | -                      | -                      | -                      | -                      | -                      |
| Local Revenues Operating   | (27,571)               | (36,000)               | (62,238)               | (59,450)               | (59,450)               | (59,450)               |
| Other Unit of Gov Rev Op   | (296,258)              | (360,000)              | (774,591)              | (864,000)              | (864,000)              | (864,000)              |
| <b>TOTAL</b>               | <b>\$ (16,558,504)</b> | <b>\$ (18,069,006)</b> | <b>\$ (17,635,799)</b> | <b>\$ (17,639,649)</b> | <b>\$ (17,719,868)</b> | <b>\$ (17,639,649)</b> |

## Charges for Service

|                          | 2016 Actual           | 2017 Adopted          | 2017 Projected        | 2018 Request          | 2018 Executive        | 2018 Adopted          |
|--------------------------|-----------------------|-----------------------|-----------------------|-----------------------|-----------------------|-----------------------|
| Misc Charges for Service | (154,494)             | (157,032)             | (163,218)             | (198,107)             | (198,107)             | (198,107)             |
| Reimbursement Of Expense | (5,616)               | (6,000)               | (9,853)               | (5,000)               | (5,000)               | (5,000)               |
| Dwelling Rent            | (2,564,935)           | (3,004,285)           | (2,606,333)           | (3,099,285)           | (3,099,285)           | (3,099,285)           |
| Non Dwelling Rent        | (113,422)             | (109,560)             | (64,904)              | (115,154)             | (115,154)             | (115,154)             |
| <b>TOTAL</b>             | <b>\$ (2,838,466)</b> | <b>\$ (3,276,877)</b> | <b>\$ (2,844,308)</b> | <b>\$ (3,417,546)</b> | <b>\$ (3,417,546)</b> | <b>\$ (3,417,546)</b> |

## Investments & Contributions

|                           | 2016 Actual        | 2017 Adopted       | 2017 Projected     | 2018 Request       | 2018 Executive     | 2018 Adopted       |
|---------------------------|--------------------|--------------------|--------------------|--------------------|--------------------|--------------------|
| Interest                  | (32,107)           | (16,221)           | (16,221)           | (39,327)           | (39,327)           | (39,327)           |
| Contributions & Donations | -                  | (695)              | (695)              | -                  | -                  | -                  |
| <b>TOTAL</b>              | <b>\$ (32,107)</b> | <b>\$ (16,916)</b> | <b>\$ (16,916)</b> | <b>\$ (39,327)</b> | <b>\$ (39,327)</b> | <b>\$ (39,327)</b> |

## Misc Revenue

|                       | 2016 Actual        | 2017 Adopted       | 2017 Projected     | 2018 Request       | 2018 Executive     | 2018 Adopted       |
|-----------------------|--------------------|--------------------|--------------------|--------------------|--------------------|--------------------|
| Insurance Recoveries  | (150)              | -                  | -                  | -                  | -                  | -                  |
| Miscellaneous Revenue | (58,105)           | (58,700)           | (62,124)           | (75,300)           | (75,300)           | (75,300)           |
| <b>TOTAL</b>          | <b>\$ (58,255)</b> | <b>\$ (58,700)</b> | <b>\$ (62,124)</b> | <b>\$ (75,300)</b> | <b>\$ (75,300)</b> | <b>\$ (75,300)</b> |

## Other Finance Sources

|                      | 2016 Actual         | 2017 Adopted        | 2017 Projected        | 2018 Request       | 2018 Executive     | 2018 Adopted       |
|----------------------|---------------------|---------------------|-----------------------|--------------------|--------------------|--------------------|
| Sale Of Assets       | (1,794)             | -                   | -                     | -                  | -                  | -                  |
| Fund Balance Applied | (567,262)           | (170,615)           | (2,188,665)           | (12,645)           | (24,332)           | (24,332)           |
| <b>TOTAL</b>         | <b>\$ (569,056)</b> | <b>\$ (170,615)</b> | <b>\$ (2,188,665)</b> | <b>\$ (12,645)</b> | <b>\$ (24,332)</b> | <b>\$ (24,332)</b> |

## Transfer In

|                      | 2016 Actual | 2017 Adopted | 2017 Projected      | 2018 Request        | 2018 Executive      | 2018 Adopted        |
|----------------------|-------------|--------------|---------------------|---------------------|---------------------|---------------------|
| Transfer In From CDA | -           | -            | (142,636)           | (270,800)           | (270,800)           | (271,045)           |
| <b>TOTAL</b>         | <b>\$ -</b> | <b>\$ -</b>  | <b>\$ (142,636)</b> | <b>\$ (270,800)</b> | <b>\$ (270,800)</b> | <b>\$ (271,045)</b> |

## Salaries

|                            | 2016 Actual         | 2017 Adopted        | 2017 Projected      | 2018 Request        | 2018 Executive      | 2018 Adopted        |
|----------------------------|---------------------|---------------------|---------------------|---------------------|---------------------|---------------------|
| Permanent Wages            | 1,940,018           | 2,496,603           | 2,169,862           | 2,469,996           | 2,469,996           | 2,469,996           |
| Salary Savings             | -                   | (42,000)            | -                   | (62,000)            | (46,888)            | (46,888)            |
| Pending Personnel          | -                   | -                   | -                   | 17,735              | 17,735              | 17,735              |
| Premium Pay                | 6,657               | 12,495              | 7,936               | 11,880              | 11,880              | 11,880              |
| Workers Compensation Wages | 10,991              | -                   | 5,389               | 2,500               | 2,500               | 2,500               |
| Compensated Absence        | 2,278               | 88,380              | 18,636              | 33,700              | 33,700              | 33,700              |
| Hourly Wages               | 21,096              | 114,092             | 13,192              | 135,307             | 135,307             | 135,307             |
| Overtime Wages Permanent   | 115,688             | 128,600             | 111,021             | 108,450             | 108,450             | 108,450             |
| Election Officials Wages   | 3                   | -                   | 6                   | 1                   | 1                   | 1                   |
| <b>TOTAL</b>               | <b>\$ 2,096,730</b> | <b>\$ 2,798,170</b> | <b>\$ 2,326,043</b> | <b>\$ 2,717,569</b> | <b>\$ 2,732,681</b> | <b>\$ 2,732,681</b> |

# CDA Housing Operations

Function: Planning & Development

Line Item Detail

Agency Primary Fund: CDA

**Benefits**

|                              | 2016 Actual       | 2017 Adopted      | 2017 Projected    | 2018 Request      | 2018 Executive    | 2018 Adopted      |
|------------------------------|-------------------|-------------------|-------------------|-------------------|-------------------|-------------------|
| Comp Absence Escrow          | 68,253            | 32,760            | 49,990            | 32,760            | 32,760            | 32,760            |
| Health Insurance Benefit     | 350,599           | 422,996           | 334,831           | 438,757           | 443,369           | 443,369           |
| Wage Insurance Benefit       | 5,556             | 5,535             | 5,878             | 5,628             | 5,628             | 5,628             |
| WRS                          | 138,070           | 169,765           | 155,876           | 167,734           | 165,491           | 165,491           |
| FICA Medicare Benefits       | 158,704           | 188,832           | 175,877           | 186,070           | 185,743           | 185,743           |
| Post Employment Health Plans | -                 | 20,920            | 18,871            | 19,154            | 19,154            | 19,154            |
| Other Post Emplmnt Benefit   | 18,784            | -                 | -                 | -                 | -                 | -                 |
| Pension Expense              | 147,486           | -                 | -                 | -                 | -                 | -                 |
| <b>TOTAL</b>                 | <b>\$ 887,453</b> | <b>\$ 840,808</b> | <b>\$ 741,324</b> | <b>\$ 850,103</b> | <b>\$ 852,145</b> | <b>\$ 852,145</b> |

**Supplies**

|                             | 2016 Actual       | 2017 Adopted      | 2017 Projected    | 2018 Request      | 2018 Executive    | 2018 Adopted      |
|-----------------------------|-------------------|-------------------|-------------------|-------------------|-------------------|-------------------|
| Purchasing Card Unallocated | 1,774             | -                 | 148,198           | -                 | -                 | -                 |
| Office Supplies             | 14,179            | 20,215            | 9,695             | 22,240            | 22,240            | 22,240            |
| Copy Printing Supplies      | 8,474             | 10,471            | 6,288             | 11,942            | 11,942            | 11,942            |
| Hardware Supplies           | 32,244            | 39,243            | 27,848            | 65,690            | 65,690            | 65,690            |
| Software Lic & Supplies     | -                 | -                 | 481               | -                 | -                 | -                 |
| Postage                     | 26,055            | 28,235            | 18,660            | 25,785            | 25,785            | 25,785            |
| Books & Subscriptions       | 266               | 200               | 50                | 200               | 200               | 200               |
| Work Supplies               | 39,343            | 48,023            | 22,662            | 30,750            | 30,750            | 30,750            |
| Janitorial Supplies         | 10,130            | 15,685            | 67,805            | 20,300            | 20,300            | 20,300            |
| Safety Supplies             | 2,527             | 665               | 19,675            | 8,700             | 8,700             | 8,700             |
| Snow Removal Supplies       | 811               | 1,700             | -                 | 1,500             | 1,500             | 1,500             |
| Uniform Clothing Supplies   | 983               | 2,300             | 614               | 4,150             | 4,150             | 4,150             |
| Food And Beverage           | 435               | 500               | -                 | 500               | 500               | 500               |
| Building                    | 3,888             | 100               | 3,600             | 2,500             | 2,500             | 2,500             |
| Building Supplies           | 57,342            | 216,000           | 70,865            | 76,000            | 76,000            | 76,000            |
| Electrical Supplies         | 26,583            | 39,700            | 39,245            | 42,400            | 42,400            | 42,400            |
| HVAC Supplies               | 12,415            | 170,931           | 48,701            | 19,150            | 19,150            | 19,150            |
| Plumbing Supplies           | 73,767            | 83,839            | 74,603            | 61,839            | 61,839            | 61,839            |
| Machinery And Equipment     | 1,166             | 1,000             | -                 | 7,000             | 7,000             | 7,000             |
| Equipment Supplies          | 55,086            | 63,950            | 136,734           | 107,800           | 107,800           | 107,800           |
| <b>TOTAL</b>                | <b>\$ 367,468</b> | <b>\$ 742,757</b> | <b>\$ 695,723</b> | <b>\$ 508,446</b> | <b>\$ 508,446</b> | <b>\$ 508,446</b> |

**CDA Housing Operations****Function: Planning & Development***Line Item Detail***Agency Primary Fund: CDA****Purchased Services**

|                               | 2016 Actual          | 2017 Adopted         | 2017 Projected       | 2018 Request         | 2018 Executive       | 2018 Adopted         |
|-------------------------------|----------------------|----------------------|----------------------|----------------------|----------------------|----------------------|
| Natural Gas                   | 141,550              | 215,000              | 207,946              | 188,500              | 188,500              | 188,500              |
| Electricity                   | 342,298              | 384,000              | 283,209              | 365,500              | 365,500              | 365,500              |
| Water                         | 149,416              | 160,750              | 135,076              | 188,180              | 188,180              | 188,180              |
| Sewer                         | 121,677              | 144,800              | 116,473              | 153,955              | 153,955              | 153,955              |
| Stormwater                    | 41,276               | 44,000               | 41,885               | 51,662               | 51,662               | 51,662               |
| Telephone                     | 22,862               | 27,774               | 25,901               | 34,700               | 34,700               | 34,700               |
| Cellular Telephone            | 11,270               | 16,530               | 11,084               | 21,782               | 21,782               | 21,782               |
| Systems Comm Internet         | 5,110                | 4,500                | 5,671                | 3,935                | 3,935                | 3,935                |
| Building Improv Repair Maint  | 649,578              | 670,715              | 668,540              | 949,991              | 949,991              | 949,991              |
| Waste Disposal                | 94,809               | 95,300               | 103,512              | 108,284              | 108,284              | 108,284              |
| Fire Protection               | -                    | -                    | 2,500                | -                    | -                    | -                    |
| Pest Control                  | 62,424               | 62,700               | 63,199               | 75,900               | 75,900               | 75,900               |
| Elevator Repair               | 11,301               | 40,000               | 6,346                | 36,200               | 36,200               | 36,200               |
| Custodial Bldg Use Charges    | 42                   | -                    | -                    | -                    | -                    | -                    |
| Grounds Improv Repair Maint   | 6,905                | 8,000                | -                    | 7,500                | 7,500                | 7,500                |
| Landscaping                   | 112,526              | 68,208               | 101,814              | 63,000               | 63,000               | 63,000               |
| Snow Removal                  | 21,189               | 29,600               | -                    | 6,500                | 6,500                | 6,500                |
| Comm Device Mntc              | 29,151               | -                    | -                    | -                    | -                    | -                    |
| Equipment Mntc                | 96,276               | 14,760               | 20,303               | 18,000               | 18,000               | 18,000               |
| System & Software Mntc        | -                    | 44,564               | 55,450               | 64,856               | 64,856               | 64,856               |
| Rental Of Equipment           | 837                  | 1,475                | 2,804                | 3,500                | 3,500                | 3,500                |
| Street Mntc                   | -                    | -                    | 2,580                | -                    | -                    | -                    |
| Mileage                       | 2,570                | 3,070                | 1,994                | 3,044                | 3,044                | 3,044                |
| Conferences & Training        | 19,052               | 33,450               | 8,550                | 40,055               | 40,055               | 40,055               |
| Memberships                   | 6,557                | 4,625                | 7,700                | 5,861                | 5,861                | 5,861                |
| Audit Services                | 26,000               | 49,200               | 32,200               | 49,100               | 49,100               | 49,100               |
| Bank Services                 | 148                  | 200                  | 99                   | 200                  | 200                  | 200                  |
| Legal Services                | 7,918                | 7,930                | 2,794                | 10,735               | 10,735               | 10,735               |
| Credit Card Services          | -                    | 7,514                | -                    | 3,757                | 3,757                | 3,757                |
| Storage Services              | 2,406                | 3,600                | 2,906                | 2,200                | 2,200                | 2,200                |
| Consulting Services           | 12,837               | 11,000               | 18,667               | 3,750                | 3,750                | 3,750                |
| Advertising Services          | 1,139                | 6,450                | 997                  | 6,200                | 6,200                | 6,200                |
| Printing Services             | 547                  | 150                  | -                    | 100                  | 100                  | 100                  |
| Engineering Services          | 7,833                | 40,000               | -                    | 40,000               | 40,000               | 40,000               |
| Inspection Services           | 30,851               | 26,700               | 12,445               | 27,200               | 27,200               | 27,200               |
| Investigative Services        | 9,502                | 18,385               | 4,847                | 9,450                | 9,450                | 9,450                |
| Security Services             | 159,143              | 179,781              | 256,436              | 230,359              | 230,359              | 230,359              |
| Interpreters Signing Services | 146                  | 1,550                | -                    | 1,550                | 1,550                | 1,550                |
| Other Services & Expenses     | 64,858               | 57,160               | 89,368               | 61,429               | 142,429              | 61,429               |
| Grants                        | 3,114                | 416,127              | -                    | 254,583              | 254,583              | 254,583              |
| Port Housing Assistance Pmts  | 413,160              | 600,000              | 694,954              | 700,000              | 700,000              | 700,000              |
| Housing Assistance Payments   | 12,646,873           | 12,460,000           | 13,071,564           | 12,164,000           | 12,164,000           | 12,164,000           |
| Portable Voucher Adm Fees     | 29,264               | 30,400               | 51,762               | 30,400               | 30,400               | 30,400               |
| Bad Debt Expense              | 30,841               | 22,893               | 31,147               | 10,000               | 10,000               | 10,000               |
| Property Insurance            | 99,340               | 114,636              | 238,349              | 142,249              | 142,249              | 142,249              |
| Taxes & Special Assessments   | 3,604                | 66,730               | (65,970)             | 61,000               | 61,000               | 61,000               |
| Permits & Licenses            | 1,480                | 1,785                | (1,220)              | 3,400                | 3,400                | 3,400                |
| <b>TOTAL</b>                  | <b>\$ 15,499,678</b> | <b>\$ 16,196,011</b> | <b>\$ 16,313,884</b> | <b>\$ 16,202,567</b> | <b>\$ 16,283,567</b> | <b>\$ 16,202,567</b> |

# CDA Housing Operations

Function: Planning & Development

Line Item Detail

Agency Primary Fund: CDA

### Debt & Other Financing

|                        | 2016 Actual         | 2017 Adopted      | 2017 Projected      | 2018 Request      | 2018 Executive    | 2018 Adopted      |
|------------------------|---------------------|-------------------|---------------------|-------------------|-------------------|-------------------|
| Principal              | -                   | 44,726            | -                   | 13,950            | 13,950            | 13,950            |
| Interest               | 51,169              | 113,234           | 38,994              | 78,964            | 78,964            | 78,964            |
| Paying Agent Services  | 15,426              | 23,426            | 15,426              | 23,426            | 23,426            | 23,426            |
| PILOT                  | 188,506             | 197,382           | 61,583              | 188,506           | 188,506           | 188,506           |
| Depreciation           | 871,695             | -                 | 1,569,964           | -                 | -                 | -                 |
| Fund Balance Generated | -                   | -                 | 355,803             | -                 | -                 | 781               |
| Contingent Reserve     | -                   | 24,000            | -                   | 104,477           | 104,477           | 104,477           |
| <b>TOTAL</b>           | <b>\$ 1,126,796</b> | <b>\$ 402,768</b> | <b>\$ 2,041,770</b> | <b>\$ 409,323</b> | <b>\$ 409,323</b> | <b>\$ 410,104</b> |

### Inter-Departmental Charges

|                                | 2016 Actual       | 2017 Adopted      | 2017 Projected    | 2018 Request      | 2018 Executive    | 2018 Adopted      |
|--------------------------------|-------------------|-------------------|-------------------|-------------------|-------------------|-------------------|
| ID Charge From Attorney        | -                 | -                 | -                 | 10,000            | 10,000            | 10,000            |
| ID Charge From Information Tec | 104,469           | 103,487           | 103,487           | 108,312           | 108,312           | 108,312           |
| ID Charge From Treasurer       | -                 | 8,216             | 8,216             | 8,216             | 8,216             | 8,216             |
| ID Charge From Engineering     | 51,209            | 51,209            | 51,209            | 51,209            | 51,209            | 51,209            |
| ID Charge From Fleet Services  | 47,125            | 71,688            | 71,688            | 106,329           | 106,329           | 106,329           |
| ID Charge From Traffic Eng     | 490               | 1,200             | 1,200             | -                 | -                 | -                 |
| ID Charge From Insurance       | 26,851            | 40,914            | 40,914            | 34,137            | 40,585            | 40,585            |
| ID Charge From Workers Comp    | 48,831            | 91,116            | 91,116            | 80,116            | 68,201            | 68,201            |
| ID Charge From CDA Management  | 420,526           | 439,313           | 439,313           | 441,042           | 441,042           | 441,042           |
| ID Charge From CDA Bookkeeping | 71,730            | 68,300            | 68,300            | 69,316            | 69,316            | 69,316            |
| <b>TOTAL</b>                   | <b>\$ 771,232</b> | <b>\$ 875,443</b> | <b>\$ 875,443</b> | <b>\$ 908,677</b> | <b>\$ 903,210</b> | <b>\$ 903,210</b> |

### Inter-Departmental Billings

|                               | 2016 Actual         | 2017 Adopted        | 2017 Projected      | 2018 Request        | 2018 Executive      | 2018 Adopted        |
|-------------------------------|---------------------|---------------------|---------------------|---------------------|---------------------|---------------------|
| ID Billing To CDA Management  | (447,020)           | (439,313)           | (439,313)           | (441,042)           | (441,042)           | (441,042)           |
| ID Billing To CDA Bookkeeping | (71,730)            | (68,300)            | (68,300)            | (69,316)            | (69,316)            | (69,316)            |
| <b>TOTAL</b>                  | <b>\$ (518,750)</b> | <b>\$ (507,613)</b> | <b>\$ (507,613)</b> | <b>\$ (510,358)</b> | <b>\$ (510,358)</b> | <b>\$ (510,358)</b> |

### Transfer Out

|                     | 2016 Actual | 2017 Adopted      | 2017 Projected    | 2018 Request      | 2018 Executive    | 2018 Adopted      |
|---------------------|-------------|-------------------|-------------------|-------------------|-------------------|-------------------|
| Transfer Out To CDA | -           | 420,281           | 580,386           | 543,159           | 543,159           | 543,404           |
| <b>TOTAL</b>        | <b>\$ -</b> | <b>\$ 420,281</b> | <b>\$ 580,386</b> | <b>\$ 543,159</b> | <b>\$ 543,159</b> | <b>\$ 543,404</b> |

**CDA Housing Operations**

**Function: Planning & Development**

*Position Summary*

|                         | 2017 |              |                     | Request      |                     | 2018         |                     | Adopted      |                     |
|-------------------------|------|--------------|---------------------|--------------|---------------------|--------------|---------------------|--------------|---------------------|
|                         | CG   | FTEs         | Amount              | FTEs         | Amount              | FTEs         | Amount              | FTEs         | Amount              |
| ACCT TECH               | 20   | 1.00         | 49,426              | 1.00         | 54,774              | 1.00         | 54,774              | 1.00         | 54,774              |
| ADMIN ASST              | 20   | 1.00         | 46,215              | 1.00         | 48,823              | 1.00         | 48,823              | 1.00         | 48,823              |
| CUSTODIAL WKR           | 16   | 3.00         | 130,938             | 3.00         | 133,453             | 3.00         | 133,453             | 3.00         | 133,453             |
| HSG ASST CLERK          | 20   | 4.00         | 213,317             | 4.00         | 219,933             | 4.00         | 219,933             | 4.00         | 219,933             |
| HSG ASST CLK            | 20   | 1.00         | 58,678              | 1.00         | 59,843              | 1.00         | 59,843              | 1.00         | 59,843              |
| HSG ASST OUTREACH COORD | 20   | 0.50         | 29,077              | 0.50         | 29,247              | 0.50         | 29,247              | 0.50         | 29,247              |
| HSG ASST PROGRAM SUPV   | 18   | 1.00         | 76,336              | 1.00         | 61,900              | 1.00         | 61,900              | 1.00         | 61,900              |
| HSG MAINT WKR           | 16   | 6.00         | 322,755             | 6.00         | 335,778             | 6.00         | 335,778             | 6.00         | 335,778             |
| HSG MOD GRTS MGR        | 18   | 1.00         | 80,657              | 1.00         | 82,268              | 1.00         | 82,268              | 1.00         | 82,268              |
| HSG OPER ANALYST        | 18   | 1.00         | 70,487              | 1.00         | 72,175              | 1.00         | 72,175              | 1.00         | 72,175              |
| HSG OPER PROG MGR       | 18   | 1.00         | 119,449             | 1.00         | 108,786             | 1.00         | 108,786             | 1.00         | 108,786             |
| HSG SITE MGR            | 18   | 3.00         | 231,890             | 3.00         | 236,817             | 3.00         | 236,817             | 3.00         | 236,817             |
| INFORMATION CLERK       | 20   | 0.60         | 23,095              | 0.60         | 26,194              | 0.60         | 26,194              | 0.60         | 26,194              |
| MAINT MECH              | 16   | 3.00         | 188,440             | 3.00         | 199,453             | 3.00         | 199,453             | 3.00         | 199,453             |
| PAINTER                 | 71   | 1.00         | 57,512              | 1.00         | 59,091              | 1.00         | 59,091              | 1.00         | 59,091              |
| PROG ASST               | 17   | 2.00         | 112,504             | 2.00         | 115,071             | 2.00         | 115,071             | 2.00         | 115,071             |
| PROG ASST               | 20   | 4.85         | 259,856             | 4.85         | 266,089             | 4.85         | 266,089             | 4.85         | 266,089             |
| SECTION 8 INSPECTOR     | 16   | 2.00         | 112,679             | 2.00         | 114,916             | 2.00         | 114,916             | 2.00         | 114,916             |
| TENANT SVS AIDE         | 20   | 4.00         | 209,374             | 4.00         | 201,583             | 4.00         | 201,583             | 4.00         | 201,583             |
| <b>TOTAL</b>            |      | <b>40.95</b> | <b>\$ 2,392,685</b> | <b>40.95</b> | <b>\$ 2,426,193</b> | <b>40.95</b> | <b>\$ 2,426,193</b> | <b>40.95</b> | <b>\$ 2,426,193</b> |

Salary amounts recorded on this page are for total budgeted salaries; this amount may differ from budgeted permanent wages as presented in the Line Item Detail due to payroll allocations to other funding sources (capital projects, grants, etc.) or inter-agency services are not reflected in this summary page.